

Northwind Traders



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	12 Oct 2026	11 Oct 2026, 20:31 UTC	northwindtraders.onmicrosoft.com

Rules that forward, delete or hide mail, and every rule in every mailbox.

Filtered view. All inbox rules: 9 of 13 rows, Conditions is sender has newsletter, 1 column hidden. The headline figures cover every row.

Rules to check 3 3 high risk	Forward outside 2 Rules sending mail out	Inbox rules 13 Across 39 mailboxes
---	---	---

Rules to check 3 3 to review

3 rules out of 13 across 39 mailboxes forward outside the organisation, delete, or bury mail. These are the classic signs of a compromised mailbox: check each one with the mailbox owner.

Flag	Mailbox	Rule	Enabled	Why it stands out	What it does
● High	ann.patel@northwindtraders.example	.	Yes	Moves to RSS Feeds mail mentioning invoice, payment; Rule name '.' looks deliberately blank	body has invoice, payment: move to RSS Feeds; mark as read; stop processing rules
● High	ann.patel@northwindtraders.example	Copy to home	Yes	Forwards to ann.patel.home@homemail.example	All messages: forward to ann.patel.home@homemail.example
● High	olivia.smith@northwindtraders.example	Invoices to bookkeeper	Yes	Forwards to bookkeeping@ledgerline.example	subject has invoice: forward to bookkeeping@ledgerline.example

Rules that send mail elsewhere 3 2 to review

Every rule that forwards or redirects mail, including to colleagues.

Flag	Mailbox	Rule	Enabled	Sends to	Outside the organisation
● High	ann.patel@northwindtraders.example	Copy to home	Yes	ann.patel.home@homemail.example	Yes
	info@northwindtraders.example	To manager	Yes	office.manager@northwindtraders.example	No
● High	olivia.smith@northwindtraders.example	Invoices to bookkeeper	Yes	bookkeeping@ledgerline.example	Yes

All inbox rules 9

Rule	Enabled	Conditions	Actions
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters
Newsletters	Yes	sender has newsletter	move to Newsletters

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 11 Oct 2026, 20:31 UTC.